

BOARD OF ZONING ADJUSTMENT

The purpose of the Board of Zoning Adjustment is to direct the economic growth and physical development of the Louisville Metro area, and to guide development in such a manner as to assure the prosperity, health, safety, morals and general welfare of the community.

The Board was established by state statute and is empowered to hear appeals, grant conditional use permits and issue variances from the Land Development Code.

Cases heard by the Board include the following:

- Appeal – process for persons who feel that they have been harmed by an action, a decision or an alleged error in the enforcement of regulations by officials
- Conditional Use Permit – legal authorization to undertake a use specifically named in the Land Development Code that may be limited to specific locations and/or by the requirement that certain conditions be met
- Variance – departure from dimensional terms of the zoning regulations pertaining to the height, width, length or location of structures, and the size of yards and open space.

MEMBERS - The Board is composed of seven appointed members, no more than two of which shall be citizen members of the Planning Commission. Members serve three-year terms.

STAFF - The Board is supported by the staff of Planning and Design Services. These are the same people who review your plans, conduct site inspections, provide information and assistance to developers, community groups, and other agencies, and prepare reports on your project for the Board.

MEETINGS - Board meetings and public hearings are routinely held on the first and third Monday of each month at 8:30 am, in the Old Jail Building located at 514 W. Liberty Street. Meetings and public hearings are open to the public. This is your opportunity to express your concerns and give comments on a case. Contact Planning & Design Services at 574-6230 for more information concerning public hearings.

A public hearing is held for appeals, conditional use permits and variances. Neighbors and community groups are notified by letter prior to the hearing, and a sign is posted on the property announcing the date, time and place of the hearing.

In addition, applicants for conditional use permits are required to invite adjoining property owners and interested neighborhood group representatives to a meeting that includes an explanation of their proposal. This meeting occurs before a case can be formally filed.

Hearings are an opportunity for all parties: applicants, supporters, and opponents. The Board makes their decision on the project based on staff reports, and evidence / testimony submitted at the hearing.

BE PREPARED

Make the process work for you:

- Come to the Planning and Design Services office at 444 S. 5th Street, Suite 300, to obtain information
- Review the project in relation to the Comprehensive Plan
- Talk to the applicant about your concerns
- Provide oral or written testimony at the hearing in favor or opposition to the project
- Base testimony on facts, not emotions or hearsay
- Furnish constructive suggestions or alternatives to items you oppose
- Coordinate your remarks with other speakers in order to meet the time limits

For more information about the Board of
Zoning Adjustment and staff, contact:

Planning and Design Services
444 S. 5th Street, Suite 300
Louisville, Kentucky 40202-4313
(502) 574-6230
(502) 574-8129 Fax

<http://www.louisvilleky.gov/PlanningDesign/>

Greg Fischer, Mayor
Louisville Metro Government

**THE
LOUISVILLE METRO
BOARD OF
ZONING ADJUSTMENT**



PLANNING, DEVELOPMENT and YOU

A series of citizen information brochures on
land use planning in Louisville and Jefferson
County